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CONFIDENTIALTENG-3-6
Human Resources

27 April 1954

Director for Current Intelligence

SUBJECT: Human Resources Program in OGI

1. [] Chief of the Management Training Division, informs me that he has completed arrangements with Mr. [] for the presentation of the essential content of the initial phase of the Human Resources Program to four groups of supervisors in OGI.

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2. The meetings have been arranged as two two-hour sessions for each group, the first meeting on a Friday morning and the second meeting on a Monday morning.

Group I	Friday 30 April 1954	0900 - 1100
	Monday 3 May	0900 - 1100
Group II	Friday 7 May	0900 - 1100
	Monday 10 May	0900 - 1100
Group III	Friday 21 May	0900 - 1100
	Monday 24 May	0900 - 1100
Group IV	Friday 4 June	0900 - 1100
	Monday 7 June	0900 - 1100

3. [] plans to conduct these programs as seminar discussions of management principles that have achieved universal acceptance during the past fifty years; to evaluate the successful management techniques and management problems of the participants; and to consider how the processes of management can be strengthened in OGI. The approach will be in terms of applying the best current thinking in the field of management to the operating situations of the supervisors in each of these four groups.

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4. I shall be interested to receive any comments from you regarding the use of this program in strengthening supervision and in contributing to your management objectives in OGI. I assume that you will wish to discuss any problems that come up directly with []

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usp 4/28
MATTHEW BAYNE
 Director of Training

cc: []

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GTR/JBW:djw (26 April 1954)

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25 YEAR RE-REVIEW